



# **Enlisted Placement Management Center**

**Navy Enlisted  
Classification (NEC) Code  
Management Department  
(Code 49)**

*Check out our web site: <http://www.epmac.nola.navy.mil>*

# ***Award Authority***

- EPMAC is the sole NEC award authority for active duty USN and USNR (FTS) personnel.
- NRPC is the NEC award authority for USNR(SELRES) personnel

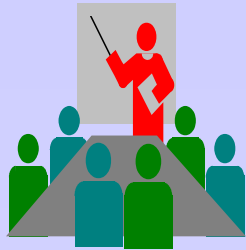
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# ***NEC Management Department Responsibilities***

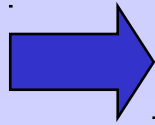
- Award NECs
- Remove NECs
- Process Waivers
- Category “B” Scrubs
- Special Projects
- Verify NEC Manual (quarterly)

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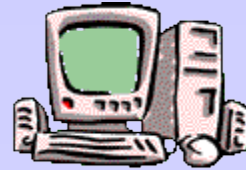
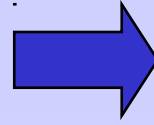
# Course of instruction NEC Awards via NITRAS



**School  
House**



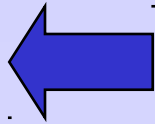
**NITRAS**



**NES**



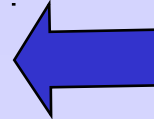
**Command  
EDVR**



**RIS**



**EAIS**

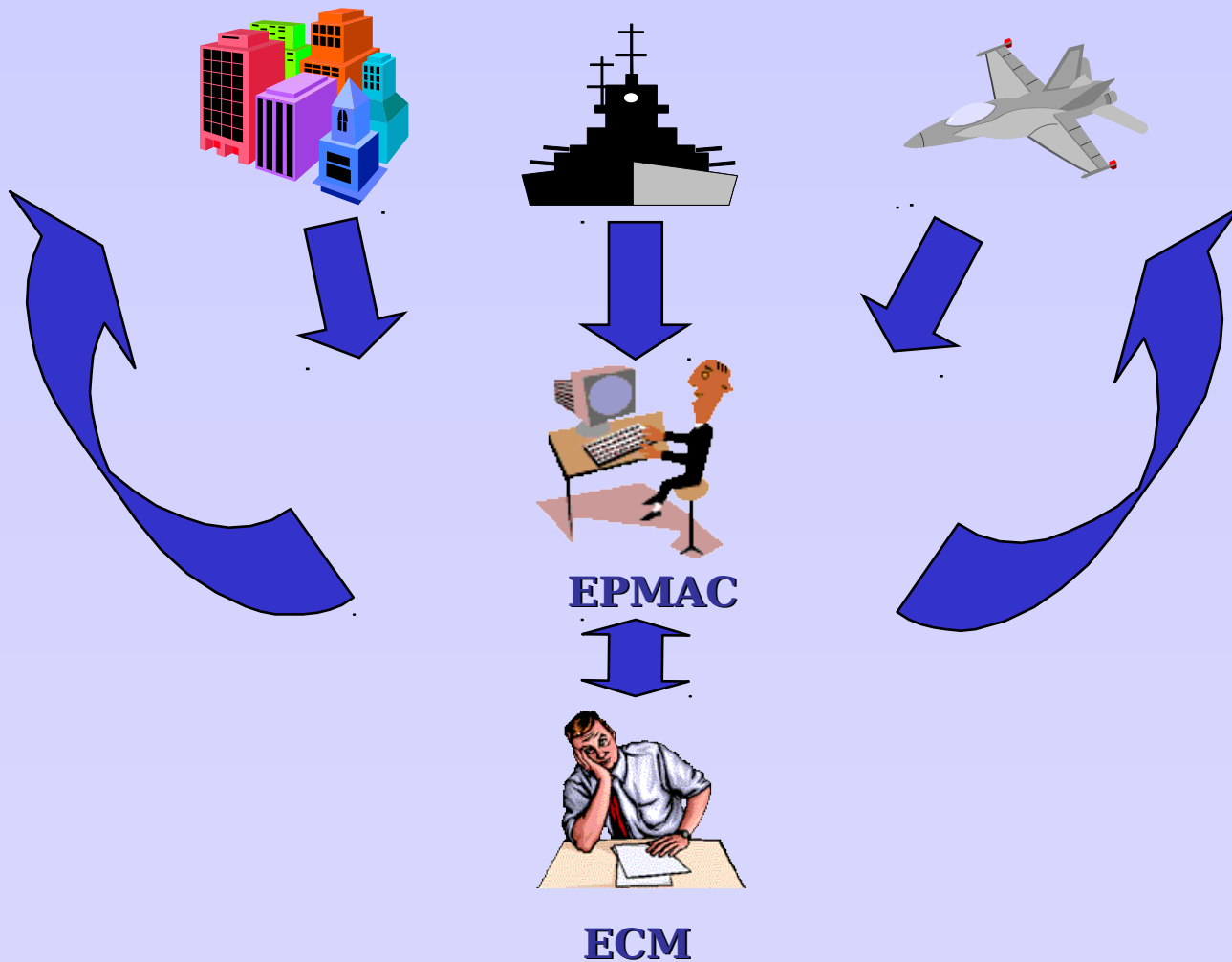


**EPMAC  
Code 49**

# NEC Awards via EPMAC

## 1221/2

- Documentation
- Signed by CO or By direction



# NEC Removals

- Submit on NEC Change Request (EPMAC 1221/2)
- Requires supporting documentation
- MUST BE SIGNED BY  
COMMANDING OFFICER
- Liaison with ECMs for concurrence

# NEC Waivers

- WAIVER REQUEST SHOULD BE SPECIFICALLY INDICATED ON THE EPMAC 1221/2.
- Reviewed by EPMAC Code 49
- Liaison with ECM for concurrence

# DNEC Changes

- Do not use NEC Change Request
- Use Personnel Accounting System (i.e. NSIPS, etc)
- Best accomplished through phone call, letter, Email, or Message to appropriate Placement Coordinator here at EPMAC



# Category (CAT-B) Scrubs/EDVR Verification

- A CAT-B discrepancy indicates a sailor is distributed (DNEC) to a billet with an NEC he/she does not hold in inventory.

- **EDVR Verification:**

In column M of the EDVR a DNEC to Inventory flag has been put into place to assist in verifying the EDVR. If there is an instance when a sailor is distributed (DNEC) to a billet with an NEC he/she does not hold in inventory, the system will automatically assign a 4 digit code. They are as follows:

**\*\*\*1** (Satisfactory completion via formal course of instruction (COI) is mandatory)

**\*\*\*2** (Satisfactory completion via On-the-Job (OJT) and/or Formal COI is required)

**\*\*\*3** (Completion via OJT only)



## **How are NECs attached to Requisitions?**

- NECs are attached to requisitions based on a deficiency of a requirement for that NEC at a particular command measured against BA at P-9.

## **How does the Enlisted Distribution System decide which NEC requirement is most deficient?**

- An individual DNEC'd onboard a UIC will satisfy the requirement for that NEC.
- It is not unusual to have more NEC shortages than body shortages. When this happens, an algorithm is used to “prioritize” the NEC shortages to determine which NEC will be assigned on the NEC required line of the requisition.
- Steps the Algorithm performs when NEC shortages exist:
  1. What is the training indicator code of the NEC; 1,2 or 3 (lowest # = highest priority).
  2. Percentage of manning onboard for the NEC. NEC inventory of all personnel assigned will be used to calculate the percentage at P-9. This will determine the “worst to best” manned NEC up to 100% of billets authorized.
  3. What is the sequence code of the NEC; 1 through 8 (lowest # = highest priority).
  4. The numerical code of the NEC (NEC shortage) tie breaker).

**What is the reason for counting NEC inventory of personnel assigned?**

- To determine which command has the most NEC shortages.
- By counting the NEC inventory of personnel assigned, we know that a command can

function in that NEC although an individual may be DNEC'd to a different NEC. This would allow for a NEC that no individual holds in their Master File to be the NEC on the requisition.

- NECs held in inventory will not “satisfy” (kill off) a manning requirement.

However, it may



## **Percentage of Manned Algorithm Example:**

**An activity has 3 NEC shortages (6664, 6609, 6605) and only one body shortage (requisition).**

**This is when the algorithm is used:**

**Step 1: All 3 NECs have a training indicator of '1', so they are tied at this step.**

**Step 2: Percentage of manned for NEC shortages. (This is when other NECs held in inventory by personnel are counted to determine the % of manned)**

**NEC 6664 - manned at '0' for '3' (0%)**

**NEC 6609 - manned at '1' for '3' (33%)**

**NEC 6605 - manned at '2' for '3' (66%)**

**Since NEC 6664 is the most deficient NEC at 0% manned, it would be the NEC shown on the requisition. NECs 6609 and 6605 will be displayed on the "R" line.**

**Step 3: All 3 NECs have a sequence code of 5.**

**Step 4: Numerical sequence of NEC**

# Special Projects

- NEC Special Projects
  - NES Error Report
  - Projects derived from other research

(i.e. Multiple Awards, CAT-B's, NES Error Report and Fleet Enquiry)

# **NEC Code Relationships**

- **Principal NEC vs. Component NEC**
- **Principal NECs** identify stand alone skills and may include skills or abilities identified by a Component NEC. To earn a Principal NEC that includes a Component NEC, an individual must either already be assigned the Component NEC(s) or be fully qualified for such assignment.
- **Component NECs** are prerequisite qualifications for assignment of the Principal NEC

# NEC MANUAL

- **NAVPERS 18068F Vol II**
- **Maintained and distributed by NAVMAC**
- **Updated quarterly by NAVMAC**
- **Available through the EPMAC/NEC Management web page**

**8226 MH-53 Airborne Mine Countermeasures (AMCM) Aircrewman**

Performs in-flight duties and operates appropriate airborne equipment in helicopter mine countermeasures operations.

Source Rating: AD, AM, AME, AT, Billet Paygrades: E3-E8  
**E8**

Personnel Paygrades: **E3-**

AE, AO, PR

Course: Mandatory

Sequence Code: 4

Component NEC: **8225**

Women: Yes

Primary Advisor: CNO N789

CIN: **D-050-2793**

RBTR: R-050-2795-01

Related NEC:

Technical Advisor: NAVAIR

CDP: 2048

NR Ind: R

ECM: N132D2

Open to

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# **BFIMA / NAMTS NEC's**

**What is the difference between BFIMA and NAMTS skills?**

**BFIMA (Battle Force Integrated Maintenance Activity) skills refer to essential shipboard maintenance skills that support the Battle Force. NAMTS skills are a subset of BFIMA skills - those determined by the Fleet to require “hands-on proficiency” attained by experience performing actual production work during training.**

**Are ships authorized to sign off the JQR?**

**No. Only properly designated personnel at IMAs are authorized to sign off NAMTS JQR processes. Sailors are trained ashore to avoid placing a training burden on ships. They are being trained where production opportunities exist consistent with JQR processes, and where appropriately designated qualifiers are available.**

# **BFIMA / NAMTS NEC's**

**How are NAMTS NEC-qualified Sailors going to be produced?**

NAMTS skills are obtained by completion of Fleet-directed Job Qualification Requirements (JQRs) administered during Sailors' assignments at Fleet Maintenance Activities (FMA/IMA/IMFs) ashore (refer to <http://www.jqr.navy.mil>). On the West Coast, primary sites for NAMTS JQR training include: SIMA San Diego, the Pearl Harbor NSY & IMF, and Puget Sound NSY & IMF Bangor. On the East Coast, JQRs are administered at: SIMA Norfolk, SIMA Mayport, SIMA Pascagoula, and SIMA Ingleside. Upon successful completion of JQRs, Sailors are awarded NECs and are able to fill a NAMTS NEC-coded billet at sea. (Note: Ships do not administer NAMTS JQR training nor are they expected to validate NAMTS Sailors' qualifications. Also, due to remoteness, scope of production work and billet structure, the SRF at Yokosuka and its Detachment at Sasebo were not among activities chosen for implementation of NAMTS JQRs.



# **Fleet Responsibilities**

- **Verification of EDVR**
- **Review all orders for prospective gains for DNEC/NEC mismatches (CAT-B's)**
- **Track OJT awardable NECs**
- **Ensure personnel re-certify for NEC(s)**
- **Recommend qualified personnel for NECs via Waiver request**
- **Coordinate DNEC changes with your Command Placement Coordinator**

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# NEC MANAGEMENT WEB SITE

- **[www.epmac.nola.navy.mil](http://www.epmac.nola.navy.mil)**
  - NEC Change Request form (EPMAC 1221/2) available for download
  - NEC requests that do not require supporting documentation can be submitted on line (**COI awards and OJT awards only. No On-Line Waiver or Removal requests**)
  - Request form for Category B scrubs
  - Request form for Questions and or Comments
  - Battle Group brief
  - Metric Briefs
  - Current NEC Manual
  - NEC Pipeline report

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# Contacts



**EMAIL**

**ADDRESS: C\_Request@navy.  
mil**

**Code 49 Fax:**

**(DSN) 678-1616 (COMM)  
504-678-1616**

**NEW ORLEANS**

**Bourbon St.**

**THE END !**

